

Meeting Minutes BBS Teleconference on February 20, 2004

Attendance:

Jeff Loerwald of BWXT Pantex, LLC
Jim Vigus of University of California (LLNL)
Debbie Reed BWXT Y-12, LLC
Dan Marsick of DOE-HQ

Action(s):

- 1) All sites to review the EFCOG White Paper and make corrections and additions.
- 2) Debbie and Jeff to write up their experiences at BST Users meeting in Nashville in late February and submit to STARBURST.
- 3) Dan to start updating of web site, with committee input.
- 4) Debbie to formalize committee plans for 2004.

Debbie Reed asked for any new names or contacts. After discussion with those on the phone, Debbie leaned toward maintaining an active list of only primary and secondary contacts at each site. The prior practice of including everyone involved in BBS at a site would be abandoned. The primary and/or secondary contact would be responsible for disseminating information from the conference calls or soliciting help for the committee.

Debbie looked on the committee as a valuable sounding board for meaningful feedback and sharing of experiences. The lack of a formal charter or authority should not deter the committee.

Debbie noted that Dan had several suggestions on updating the web site. Dan will work with Dave Smith of EH-31 to implement these changes. In certain areas, Dan will see committee input on what to delete and what to add.

Debbie listed the 2004 activities as updating the web site, publishing the EFCOG White Paper, writing articles for the STARBURST and DOE THIS MONTH, revising the contact list and possibly planning a conference with EFCOG.

Sidebar:

LLNL is expanding its program to the Hazard Control Department
Y-12 is applying the BBS process to Conduct of Operations
Y-12 is fielding 16 worker observation teams. Every employee will be observed once a month.